



Department of Health

Three Capitol Hill  
Providence, RI 02908-5097

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**STATE OF RHODE ISLAND  
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS  
BOARD OF EMBALMERS, FUNERAL DIRECTORS,  
AND FUNERAL SERVICE ESTABLISHMENTS**

**ROOM 104  
3 CAPITOL HILL  
PROVIDENCE, RHODE ISLAND**

**WEDNESDAY, APRIL 26, 2017  
1:00 P.M.**

**OPEN SESSION MINUTES**

**BOARD MEMBERS IN ATTENDANCE**

Mary Bray  
John Gallogly  
Thomas M. Norato  
Catherine Tattie

**STAFF MEMBERS IN ATTENDANCE**

Linda L. Esposito, Board Manager  
Stephen Morris, Legal Counsel

**STAFF MEMBER ABSENT**

Andrew J. Correia, Inspector

**1. Establishment of a Quorum**

A meeting of the Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments was held on Wednesday, April 26, 2017 at the Rhode Island Department of Health, Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 1:00 p.m. on a motion by John Gallogly, and seconded by Thomas Norato. Motion carried.

## **2. Presentation of the December 21, 2016 Open Session Meeting Minutes**

A motion was made by Mary Bray, and seconded by John Gallogly, to accept the Open Session minutes for the Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments for December 21, 2016. Motion carried.

## **3. New Business**

- Review of Practical Examination Form
  - After review and discussion, a motion was made by Catherine Tattrie and seconded by Thomas Norato, that she will draft a more suitable Practical Examination form than the one currently being used and submit to the Board for additional review and input. Motion carried.
- Review of Rules and Regulations
  - All Board Members were provided a copy of the newly reformatted Rules and Regulations and asked to review for any changes that could be made at this time. Board Members were asked to provide input directly to the Board Manager prior to the next Board Meeting so that a list of proposed changes can be compiled for review at that meeting.

**Stephen Morris, Legal Counsel, arrived at 1:10 p.m.**

## **5. Old Business**

- None for this meeting.

## **6. Adjourn to Closed Session**

A motion was made by Thomas Norato, and seconded by Mary Bray, to adjourn to Closed Session at 1:15 p.m. Pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct. Motion carried.

## **7. Return to Open Session**

A motion was made by Thomas Norato, and seconded by John Gallogly at 1:50 p.m. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

## **8. Final Actions on all votes taken in Closed Session**

- None for this meeting.

## **9. Adjournment**

The next Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments meeting will be held on **Wednesday, June 21, 2017, at 1:00 p.m.** at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. A motion was made by Thomas Norato and seconded by John Gallogly, to adjourn at 1:55 p.m. Motion carried.

Respectfully submitted,

Linda L. Esposito  
Board Manager  
State of Rhode Island  
Center for Professional Boards and Commissions  
Board of Embalmers, Funeral Directors,  
and Funeral Service Establishments